

Institutional Data required for the Higher Education Act, Title II Reporting  
March 9, 2000  
Draft

Title II of the Higher Education Act requires institutions to annually report on the quality of teacher preparation programs. Reporting is required by all institutions of higher education that conduct teacher preparation programs and that enroll students who receive federal assistance under the Higher Education Act. Response is not voluntary. The Secretary of Education may fine an institution of higher education up to \$25,000 for failure to provide the required information on time.

For the first reporting cycle, institutions of higher education must submit their reports to the Kansas State Department of Education no later than April 7, 2001. The State Department of Education must submit their report to the U.S. Department of Education by October 7, 2001. In addition, each state will be required to provide the U.S. Department of Education with a report on procedures for state implementation by October 7, 2000.

Based on modifications to the original data reporting system, a list of *revised* data needed by each institution to complete the Institution Report Card is attached.

Please remember that the reporting method for the institution and state report cards has not been finalized. Thus, while the attached list of data is provided to facilitate discussion and assist in the data collection process, it may vary slightly from the final version.

## Institutional Report Card Data

### *Pass Rate Data*

The following data are needed **for each student completing a teacher education program** in each academic year. The specific start and end dates of the academic year will be determined by the state and will conform to the state's testing schedule.

Name (first, middle, and last)

Unique identifier (usually a date of birth or social security number)

Field of specialization or certification area

\*Score, administration date, and whether the assessment was passed for the following assessments:

Pre-Professional Skills Test: Mathematics

Pre-Professional Skills Test: Reading

Pre-Professional Skills Test: Writing

Professional Knowledge Test

\*It is proposed that this information be supplied by ETS. However, to verify pass rate calculations, it is good to keep your own records if possible. Please note that if an assessment was taken multiple times, the highest score will be used to calculate the pass rates.

### *Program Information*

The number of students in the teacher preparation program during each academic year, including all areas of specialization

The number of students who were in programs of supervised student teaching during each academic year

The number of faculty supervising student teaching who were:

- (1) appointed full-time in professional education
- (2) appointed part-time in professional education, full-time in the institution
- (3) appointed part-time in professional education, not otherwise employed by the institution

The student/faculty ratio for supervised student teaching

The average number of hours per week of student participation in supervised student teaching

The total number of weeks of supervised student teaching

Whether the teacher preparation program is currently accredited by the state (Y/N)

Whether the teacher preparation program is currently designated as low-performing